

STUDENT PERMIT INFORMATION

IC 25-34.5-2-14

Below are the statutory provisions regarding the procedures a student permit holder may perform, the supervisor's responsibilities and when a student permit will expire.

STUDENT PERMITS

According to IC 25-34.5-2-14

Student permits may be issued to an applicant who has submitted a completed application (Part I Student Information, Part II Hospital Or Facility of Employment, and Part III School or Program of Respiratory Care with Procedures) and submitted a fee of \$25.00.

PROCEDURES PERFORMED

A student permit holder may **ONLY** perform procedures that the individual has successfully completed and documented in the respiratory care program, **AND** that the Committee has approved and are on file at the Indiana Professional Licensing Agency.

The list may be expanded by filing a **NEW APPLICATION**, Part III School or Program Application, with the new procedures marked. The student-permit holder may **NOT** begin performing the additional procedures until he/she has received written permission from the Committee.

Procedures permitted may be performed **ONLY** on adult patients who are not critical care patients and under the proximate supervision of a licensed respiratory care practitioner. This means that the student-permit holder may not perform blood gas sampling and analysis, work in ICU, ER, or Pediatrics.

Upon graduation, the student-permit holder **MAY NOT** begin working as an RCP until such time as he/she applies for and receives a temporary permit. The student-permit holder may **ONLY** continue to perform those procedures that he/she has been approved to perform. The student-permit holder, working under the student permit, **MAY NOT** perform blood gas sampling and analysis, work in ICU, ER, and Pediatrics after graduation. The new graduate may work in the above-mentioned areas **ONLY** after applying for **AND** receiving a temporary permit, as described above.

SUPERVISOR'S RESPONSIBILITIES

The holder of the student permit shall meet in person at least one (1) time each working day with the permit holder's supervising practitioner or a designated respiratory care practitioner to review the permit holder's clinical activities. The supervising practitioner or a designated respiratory care practitioner shall review and countersign the entries that the permit holder makes in a patient's medical record not more than seven (7) calendar days after the permit holder makes the entries.

A respiratory care practitioner may not supervise more than three (3) holders of student permit at one time.

EXPIRATION OF A STUDENT PERMIT

The student permit **expires** on the **earliest** of the following:

- The date a student-permit holder is issued a respiratory care license or temporary permit.
- The date the Committee disapproves the student-permit holder's application for a license.

- The date the student-permit holder ceases to be a student in good standing in a respiratory care program.
- **Sixty (60) days** after the date that the student-permit holder **graduates** from a respiratory care program.
- The date that the student-permit holder is notified that he she failed the licensure examination.
- Two (2) years after the date of issuance.

The Committee's staff is always available to answer questions regarding the application process or any other questions you may have regarding the practice of respiratory care. If questions should arise as to whether a student-permit is valid to practice or whether a student may perform a certain procedure please contact our office. You may contact the Agency by calling (317) 234-2054, by email at pla8@pla.IN.gov, or by FAX at (317) 233-4236. The Agency's website is located at www.pla.IN.gov. You may also verify whether a student permit or a license has been issued or is still pending, and you may download applications for licensure and student permits from the Agency's website.

TRANSFER OF SCHOOL

If a Student permit holder transfers to another school they must submit the following in order to be issued a new student permit:

New Application – Parts I, II and III

A letter from the Old School that they are no longer in the program or a student in good standing in order to expire the old student permit.

\$25.00 Fee

The old student permit number will be expired and a new student permit number will be issued upon submission of the above. A new permit may not be issued until the above has been completed.

TRANSFER OF EMPLOYMENT

If a student permit holder transfers to a new employer they must submit the following in order to issue a new student permit:

New Application – Parts I, II and III

A letter from the old employer that they are no longer at that hospital/facility program in order to expire the old student permit.

\$25.00 Fee

The old student permit number will be expired and a new student permit number will be issued upon submission of the above. A new permit may not be issued until the above has been completed.

ADDITION OF PROCEDURES

The list may be expanded by submitting the following:

Part III - School or Program Application

1. Signed by the school
2. New Procedures marked

A new list of approved procedures will be sent to the student, hospital/facility and the school.

MORE THAN ONE STUDENT PERMIT/ADDITIONAL EMPLOYMENT

A student may be issued more than one permit to work at more than one hospital or facility by submitting the following:

Application – Parts I, II and III

\$25.00 Fee

Correspondence from the student that this is an additional facility that they wish to be employed.

A student will be issued a student permit number for each facility that they are employed.

NEW GRADUATION DATE

If a student's graduation date changes they must submit the following:

Application – Parts I, II and III

A letter from the school explaining why the graduation date has changed.

There will be no fee charged to change a graduation date as long as all other information remains the same.

A new student permit will be generated along with a new list of procedures to the student, hospital/facility, and school.